

Minutes of the South Summit School District Board of Education regular meeting held **August 8, 2013**, beginning at 5:45 PM in the Board Room at 375 East 300 South, Kamas, UT.

Present: Craig Hicken, President; James Snyder, Vice President; Matt Flinders, Steven Hardman, Suni Woolstenhulme, Superintendent Barry Walker, and Business Administrator, Kip Bigelow. Melanie Mitchell was present to take minutes and Cameron Whiting arrived at 6:50 PM to explain some of the policy changes to the Board.

Guests: Wendy Radke

1. Mr. Hicken called the meeting to order at 5:49 PM.
2. Mr. Snyder gave invocation.
3. Those present stood and repeated the Pledge of Allegiance.
4. Motion by Mr. Hardman at 5:52 PM to go into closed session to discuss personnel issues, and to review closed session minutes of prior meetings to be approved in open session. Second by Mr. Flinders. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
5. Returned to open session at 6:00 PM.
6. Mr. Hicken welcomed those in attendance.
7. Mrs. Woolstenhulme wondered how the interview committees were formed and if there was any formal training for those committee members. She felt the last interviews were too long. There needs to be time for the committee to get some personal information from the person they were interviewing. Suni will contact Cameron to see if the interview process could be revamped.
8. Mr. Flinders explained how Mrs. Woolstenhulme was put on the interview committee.
9. There was some discussion on having a better way to communicate District information items to Board Members between regularly scheduled Board meetings.
10. Motion by Mr. Hardman to approve the consent calendar, which included the approval of the minutes of the open and closed session of the June 13, 2013 Regular Board Meeting, the June 20, 2013 Budget Hearing Meeting and the August 22, 2013 Special Board Meeting. The check summary, revenue report and expenditure report for June and July 2013, were approved. New SSAFC hire of Hailey Bayles as a lifeguard. (Hailey started working in July, 2013) Jennie Phillips and Kathleen Briley were hired as part-time art teachers at the middle school and the elementary school. (These positions are being funded by the Beverly Taylor Sorensen Art Learning Program (BTSALP) and will be on a year-to-year basis dependent on funding and resources. This will not jeopardize Jennie's retirement status. Clara Herrera was approved as the second grade dual immersion teacher who will be teaching with Carolyn Simkins. Due to the resignation of DeAnn Woolstenhulme, Kathy Broadhead was approved as the full-time lead employee in the elementary school kitchen. Amy Miles and Tiffany Chandler were also approved as part-time food service workers. Amy will be working at the high school and Tiffany at the elementary school. These new hires came as a result of the resignation of Floydene Atkinson. Approved new hires at the high school included Robert Patrick as the high school counselor and Shanna Atkinson as a full-time business teacher to replace JoDe Miles. Shanna's salary and benefits will be paid from the CTE budget. The Board approved the hiring of new coaching staff as follows: Lindsey Powers as assistant drill team coach, Cody Bowen as the boys' golf coach, Brandon Gee and Mariah King as asst. cross country and asst. track coaches, and Dallas Gines

and Shanna Atkinson as Asst. Volleyball coaches. To keep consistent with hiring procedures, Tasha Thompson and Michelle Castonguay were not approved because they had not turned in employment applications for Board review at this time. Tyler Angell was not approved to help with the volleyball team. Jodi Rice and LeslieAnn Ibbotson were approved as substitute teachers. Chris Burton's request to travel to San Diego, CA for an Athletic Business Conference on November 21–23, 2013, was also approved. Second by Mr. Snyder. Yeas: Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None. Mr. Hicken abstained.

11. Mr. Flinders mentioned that Mr. Whiting might want to review the policy regarding the posting of employment positions in regards to hiring procedures.
12. Time was set aside for public comment:
13. Mr. Greiner was in attendance to give a presentation to the Board on sponsorship for a new basketball scoreboard. He has been working with a company called "Side Effects". This company would be willing to give us a 6-year contract. After the end of the six (6) years, South Summit School District would own the scoreboard. There was a question as to whether or not we wanted to have ads on our scoreboards. The ads are limited and the company would be totally responsible for getting those advertisements. There was a question on whether the scoreboard could be used in the north gym. Mr. Greiner said that was a possibility. It was suggested that it might be beneficial for SSSD to get the ads, buy the scoreboard, and eliminate the middleman. Mr. Greiner was directed to move forward with the project with instructions to have our attorney review any contract before signing.
14. Jessica Sweeten, along with Sean Lambert and Hunter Reis were in attendance to report on their trip to Birmingham, AL, for the National Debate Meet. Both Sean and Hunter thanked the Board for the opportunity and said it was a great learning experience for them. Mrs. Sweeten also thanked the Board and invited any Board member to attend the debate meets, if they would like. She may ask Board members to judge at some of the region meets as well.
15. As an item of information before the Board reviewed policy changes, Superintendent Walker informed the Board that if a policy is revised due to legislative mandates, those policy changes could be adopted by doing a first and final reading only.
16. The Board reviewed Policy 2007 – Receipt and Handing of Donated Funds, for first reading.
17. Motion by Mr. Snyder to approve Policy 2007 – Receipt and Handling of Donated Funds, for first reading noting the correction in item #4, line 3. Second by Mr. Hardman. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
18. The Board reviewed Policy 2004 – Procurement Policy, for first reading.
19. Motion by Mr. Snyder to approve Policy 2004 – Procurement Policy, for first reading. Second by Mrs. Woolstenhulme. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
20. The Board reviewed Policy 5010 – Salary Payments, for first and final reading.
21. Motion by Mr. Flinders to approve Policy 5010 – Salary Payments, for first and final reading, noting the typing error that needs to be corrected. Second by Mr. Hardman. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.

22. The Board reviewed Policy 3001 – Administrative Operations, for first and final reading.
23. Motion by Mr. Hardman to approve Policy 3001 – Administrative Operations, for first and final reading. Second by Mrs. Woolstenhulme. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
24. The Board reviewed Policy 2006 – Ethics in Public Contracting, for first and final reading.
25. Motion by Mr. Hardman to approve Policy 2006 – Ethics in Public Contracting, for first and final reading. Second by Mr. Snyder. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
26. The Board reviewed Policy 6050 – Fund Raising, for first and final reading.
27. Mr. Flinders stated that he would like to have Mr. Greiner and Mr. Camp’s input on this policy. The policy states the principal should approve all fund raising. Are they able to do this? If this is not a reasonable directive, it should not be in the policy.
28. Motion by Mr. Hicken to approve Policy 6050 – Fund Raising, for first reading. Second by Mr. Hardman. Yeas: Mr. Hicken, Mr. Snyder, Mr. Hardman, and Mrs. Woolstenhulme. Nays: Mr. Flinders
29. The Board reviewed Policy 5035 – Employee Professional Dress, for first reading.
30. Motion by Mr. Snyder to strike the words “Bus Drivers” from Section 2. No second.
31. Motion withdrawn by Mr. Snyder.
32. There was extensive discussion on how to handle the purchasing of shirts for District custodians and what should be the required dress policy. Mr. Snyder questioned if both the bus drivers and custodians should be required to wear uniforms. Mr. Hicken had strong feelings that the custodians should be wearing something uniform so they can be easily identified when needed.
33. Motion by Mr. Snyder to table Policy 5035 – Employee Professional Dress, to give Mr. Whiting time to address the wording “clean collared shirt”. Second by Mr. Flinders. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
34. The Board reviewed Policy 5020 – Insurance Benefits, for second and final reading.
35. Motion by Mr. Snyder to approve Policy 5020 – Insurance Benefits, for second and final reading. Second by Mrs. Woolstenhulme. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
36. The Board reviewed Policy 7022 – Bus Driver Contract, for first reading.
37. Motion by Mr. Flinders to approve Policy 7022 – Bus Driver Contract, for first reading. Second by Mr. Hardman. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.

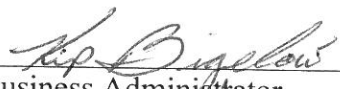
38. The Board reviewed Policy 5022 – Employee Leave Benefits, for second and final reading.
39. Motion by Mr. Hicken to approve Policy 5022 – Employee Leave Benefits, for second and final reading. Second by Mr. Snyder. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
40. The Board reviewed Policy 6031 – Safe Schools Weapons, Policy 6032 – Safe Schools Drug and Controlled Substances, and Policy 3040 – Safe Schools Suspension/Expulsion, for second and final reading.
41. Motion by Mr. Hardman to approve Policy 6031 – Safe Schools Weapons, Policy 6032 – Safe Schools Drug and Controlled Substances, and Policy 3040 – Safe Schools Suspension/Expulsion, for second and final reading. Second by Mr. Snyder. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
42. The Board reviewed Policy 4004 – American Heritage Requirement, for second and final reading.
43. Motion by Mr. Flinders to approve Policy 4004 – American Heritage Requirement, for second and final reading. Second by Mr. Snyder. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
44. The Board reviewed Policy 3004 – Community Councils, for second and final reading.
45. Motion by Mr. Snyder to approve Policy 3004 – Community Councils, for second and final reading. Second by Mr. Hicken. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
46. The Board reviewed Policy 3012 – Emergency Response Plans, for second and final reading.
47. Motion by Mr. Hicken to approve Policy 3012 – Emergency Response Plans, for second and final reading. Second by Mr. Hardman. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
48. The Board reviewed Policy 5061 – Teacher Evaluation, for second and final reading.
49. Motion by Mr. Snyder to approve Policy 5061 – Teacher Evaluation, for second and final reading. Second by Mrs. Woolstenhulme. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
50. The Board reviewed Policy 6006 – Student Attendance, for first and final reading.
51. Motion by Mr. Flinders to approve Policy 6006 – Student Attendance, for first and final reading. Second by Mr. Hardman. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
52. The Board reviewed Policy 6015 – Education of the Homeless and Emancipated Students, for first and final reading.
53. Motion by Mr. Snyder to approve Policy 6015 – Education of the Homeless and Emancipated Students, for first and final reading. Second by Mrs. Woolstenhulme. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.

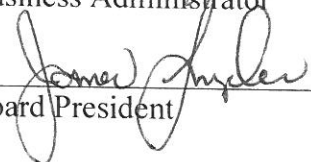
54. The Board reviewed the high school and middle school fee schedules for the 2013-14 school year.
55. Motion by Mr. Flinders to adopt the 2013-14 fee schedules for the high school and middle school with the stipulation that we find out where the “pay to play” funds are being deposited. Second by Mr. Hardman. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
56. Mr. Bigelow discussed with the Board, changing our banking relationship from Key Bank to Zions Bank. Mr. Bigelow explained that Key Bank could not match what Zions was offering for the identical services. Mr. Snyder asked about the time commitment on these fees from Zions. Zions will offer a 5-year guarantee that could extend indefinitely. Zions offers many services that we can take advantage of not only at the local level but at the corporate level as well.
57. Motion by Mr. Hardman to change our banking relationship from Key Bank to Zions Bank. Second by Mr. Flinders. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
58. Mr. Bigelow informed the Board that according to state Rule 277-113, the District has to have a Board appointed audit committee. In most districts around the state, the school board is the audit committee. Therefore, Mr. Bigelow recommended the Board appoint themselves as the audit committee for our District.
59. Motion by Mr. Snyder to appoint the Board of Education as the audit committee for South Summit School District. Second by Mr. Hicken. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.
60. *Superintended items included an explanation to the Board that the school grades from the USOE are available to schools and the date this information would go out to the public had been pushed back to November. Mr. Snyder asked about the testing and how to make it fair and equitable with other districts. It was explained this would happen with the new testing system along with new core. Part of this testing system will be part of the teacher evaluation system. There was some concern about the math scores at the high school and would like to see how improvement in that area is measured. With the hiring of new personnel, new testing and instruction, and setting goals within the schools, this will be a possibility. Superintendent felt our grades over all were good.
 - Superintendent is working on the compliance and assurance report to make sure we are in compliance with all the regulations in the event of an audit.
*Superintendent informed the Board about the cost for the test for the new concussions assessment that is given to our athletes. This year, students pay \$1.50 for the initial screening compared to \$30.00 charged for the assessment in prior years. This is a good program for the District, and those who use it recommend the assessment.
 - Superintendent mentioned to the Board the concurrent enrollment program we have now is through UVU. Snow College will come in and help with the over flow of classes when needed. This will be a great asset to our concurrent enrollment program.
 - There is a bill that may mandate retention of 3rd graders if they do not pass the reading test on grade level.
 - He also informed the Board that the State Board of Education is trying to take more control of the Trustlands funds. They feel there are more ways to get a better return on that money. Dixie Allen, from the Uintah Basin, is our state board representative who works with Trustlands.

- Task Force on Education/Teacher Evaluation is an on-going process and will take quite sometime to complete. There were some teachers called to give input on the Task Force. There was no representation from rural schools at that meeting.
 - Superintendent Walker informed the Board that our School Lunch Program is one of the most effective, if not the most efficient program in the state.
 - We need to find ways to do more Professional Development for our staff. Park City's superintendent is willing to share ideas with us.
 - A new state bill requires us to do training with parents regarding suicide prevention. Superintendent has asked Dean Evans to represent us on the suicide prevention committee. He will need to plan a parent meeting to comply with legislation.
 - Superintendent told the Board he would make sure we are in compliance with the state achievement program "Student Backpack". All of the Student Backpack information is available on Powerschool. Superintendent will work with Gary Crandall on this.
 - There is a DVD coming from the governor talking about his 2020 goals. The 66% goal he has set will be one of his topics. There will be a faculty meeting with the governor via webinar to address concerns from teachers.
 - There is a big push, nation wide, in getting students back in to school. September has been set aside as attendance awareness month. Superintendent will discuss with the building principals, activities on attendance awareness. They may do this in conjunction with the emergency preparedness activities.
 - September 17, 2013 has been designated as Constitution Day. There will be materials provided by the state to hand out in our classes.
61. Superintendent reminded the Board of the USBA delegate assembly. Mr. Hardman is the region alternate. The assembly is scheduled for August 9, 2013. There is good information for Board members at this meeting. Attendance at the Saturday meeting would also be beneficial.
 62. Leadership Academy is September 5,6,7, 2013. Any one interested is welcome to attend. This is good training especially for officers. Mr. Snyder expressed his interest in attending. Mrs. Woolstenhulme would also be willing to attend. Other Board members will contact Superintendent if they are able to attend.
 63. Mr. Bigelow updated the Board on the construction at the high school. The air conditioning should be finished by the time school starts. Because the first home game was changed to our site, the football field improvements will be very close to being finished. The restrooms will not be competed for that first home game. Restroom accommodations have been made for that game. The elevator will be here on Monday, August 12, 2013, and should be running by the start of school.
 64. Mr. Bigelow will give the Board an update on the new district office. The redesign will be finished on August 9, 2013 and the information will be out to subs for bids in the next two (2) weeks.
 65. Mr. Bigelow informed the Board of a situation with a SSSD check that had been stolen. The fraud Department from Wells Fargo has been involved. The District is not out any funds from the incident.
 66. Mrs. Woolstenhulme asked if the attorneys had been contacted regarding the waivers for drug testing. Superintendent will follow up on this.
 67. There is an individual in the valley that would like to sub-lease the Oakley property. Mr. Bigelow informed the board that the contract that is signed at

leasing, states that the Board has to give approval for any sub-leasing of school property. There has not been a letter received by the District requesting any sub-lease approval. Mrs. Woolstenhulme will report back to the interested party.

68. Mr. Flinders asked about the changes to the alternative school and where those classes would be held. Superintendent Walker told the Board they were to be held in the mac lab at the high school. Mr. Flinders asked if the job description for the alternative school instructor has been completed. Superintendent will follow up on that. He also asked about the status of the computers that were purchased with Board allocated monies. He asked if there was going to be any training for the teachers on these new computers. Superintendent said Mr. Crandall would be training the teachers in each individual building. This training will be an on-going process.
69. Mr. Snyder said he was unaware of some of the personnel changes at the high school and would like to see a better line of communication between the district office and the Board members. He suggested Mr. Whiting be given the assignment to inform the Board members of any staff changes.
70. Motion to adjourn at 9:40 by Mr. Hardman. Second by Mr. Hicken. Yeas: Mr. Hicken, Mr. Snyder, Mr. Flinders, Mr. Hardman, and Mrs. Woolstenhulme. Nays: None.


Business Administrator


Vice Board President